



**CITY OF BELMONT
MEMORANDUM**

TO: Planning Commission

FROM: Rob D. Gill, Zoning Technician

VIA: Carlos de Melo, Community Development Director

SUBJECT: March 6, 2007 Planning Commission Meeting – Agenda Item 6B
Application No. 2006-0008– 1519 Ridge Road
Single Family Design Review

SUMMARY

The applicant requests Single Family Design Review approval to construct a 3,408 square-foot single family residence that is below the zoning district permitted 3,500 square feet for this site. At the June 20, 2006 meeting, the Planning Commission directed continuance of the application to a date uncertain to allow the applicant to revise plans to address the concerns discussed below.

RECOMMENDATION

Staff recommends that the Planning Commission **approve** the Single Family Design Review subject to the conditions of approval contained in the attached draft resolution¹.

ZONING/GENERAL PLAN DESIGNATION

The proposed single-family residence would be a permitted use in the designated R-1B (Single Family Residential) zoning district, and is conforming to the General Plan Designation RL - Low Density Residential.

PRIOR ACTIONS/BACKGROUND

The vacant subject property encompasses Lots 6 and 7 of Block 19 of the Belmont Country Club Properties subdivision No. 6, which was recorded in 1925.

¹ Please note: This recommendation is made in advance of public testimony or Commission discussion of the project. At the public hearing, these two factors, in conjunction with the staff analysis, will be considered by the Commission in rendering a decision on the project.

PLANNING COMMISSION STAFF REPORT
RE: 1519 Ridge Road, PA # 2006-0008
March 6, 2007
Page 2

300-500 ft. Radius Map

A single-family residence was built for the site in 1948 and was removed (2005) prior to the purchase by the current property owner. There have been no other planning actions for this property.

At the June 20, 2006 meeting, the Planning Commission directed staff to work with the applicant to make plan revisions to address the concerns/comments listed below:

- Public View Loss
- Building Bulk (Including revising the color scheme for the exterior of the residence and revisions to the landscape plan)
- Neighborhood Character/Compatibility

Revised project plans (see Attachment IX, Plan Set dated 02/21/2007) addressing the above issues were subsequently submitted for the dwelling and are summarized in the Discussion section below. A complete staff report was prepared for the 06/20/06 Planning Commission public hearing (see Attachment VII). All facts and information contained in that report remain the same with the exception of the Project Analysis and the Single Family Design Review Evaluation sections that have been modified to incorporate the project revisions that are included in this memo.

DISCUSSION

Public View Loss:

The project has been redesigned to “minimize” the potential loss of public views. The second floor ceiling (plate) height has been reduced from 9’ 1” to 8’ 6” reducing the overall height of the proposed residence from approximately 27’ 9” to approximately 26’ 10”. The design layout now locates the 2-car garage at the front (northwest) elevation and the guest room (previously above the garage) at the ground level. As a part of the revised materials packet, the applicant has provided an aerial conceptual plan (page A-1) to illustrate the creation of view corridors in relation to the new building design. The new design appears to help “minimize” the potential loss of public views (as assessed from Ridge Road to the northwest towards Williams Street) and reduces building bulk.

Building Bulk:

The project has been redesigned to address bulk issues. The main living portion of the proposed building has been somewhat setback downward towards the rear of the site. The exterior walls of the proposed residence are stepped back at varying distances to further break up the building mass as perceived from Ridge Road. The size and location of windows are generally more symmetrical with the building design to further break up the building mass. The landscape planting plan has been revised to include climbing vines and additional plantings closer to the building foundation to soften the overall bulk of the proposed dwelling. The color pallet was revised to a medium to dark earth tone colors scheme to also further soften the exterior walls.

Neighborhood Character:

The project has been redesigned to include architectural elements that are somewhat more consistent with the established character of the neighborhood. As described above, the previous appearance of the proposed dwelling has been reduced to be more consistent in bulk/compatibility with the adjacent homes situated on the downhill side of Ridge Road. The redesigned project includes a number of design elements (stucco exterior finish with wood framed windows and hipped roof lines) that are consistent with the established character of other multi-story homes within the neighborhood. The color scheme for the proposed dwelling was revised to include earth tone colors that blend with the surrounding development.

PROJECT ANALYSIS

The applicant proposes to construct a new multi-level contemporary style 3,408 square foot single-family residence consisting of the following:

Floor Plan Layout – Garage Level

The 494 square foot garage floor level consists of a two-car garage with an interior dimension of 20 ft. by 21.5 ft. that complies with the parking ordinance. This street level garage also includes a doorway that opens to the main living area. The approximately 20-foot wide driveway in front of the garage is adequate to park two additional cars.

Main Floor Level

The proposed 1,335 square foot main floor level consists of the following:

- Entry/hall
- Living and family rooms
- Kitchen
- Half bathroom
- Storage rooms
- Stairway to the second level
- Stairway (adjacent to the living room) to the guest room

This level is accessed by an on-grade pedestrian walkway and steps at the front of the house that lead onto a covered entry porch area. The family room and dining room open onto a covered patio area located on the southeast portion of the rear yard (See project plans).

Second Floor

The 1,208 square foot second floor layout consists of:

- Three bedrooms
- Two bathrooms

- Library
- Laundry room
- Hallway
- Stairs

This level will include patio doors off the hallway that accesses a covered deck area above the main level of the home (See project plans).

Lower Floor Guest Room

The 371 square foot lower floor guest room layout consists of:

- One bedroom (including a closet and a bathroom)
- Stairs and landing

This guest room will include patio doors that access a covered deck area (See project plans).

Dwelling Floor Area Summary	
Proposed Floors	Type of rooms
Garage Level – 494 Sq. Ft.	Two-car garage
First Level – 1,335 Sq. Ft.	Entry/hallway, living room, family room, kitchen, one bathroom, storage rooms, stairs.
Second Level – 1,208 Sq. Ft.	Three bedrooms, two bathrooms, library, laundry room, hallway, stairs.
Guest Room Level – 371 Sq. Ft.	One bedroom (including a closet and a bathroom) and stairs.
Total = 3,408 Sq. Ft.	

Exterior Materials/Colors

As noted above, the color scheme was revised based on comments provided by the Planning Commission at the June 20, 2006 meeting. The applicant is proposing to modify the material/color scheme for the entire residence. The exterior walls will continue to be stucco but would be painted a dark tan color. A dark brown color would be used for the trim around the windows and entry doors. The roofing material will consist of dark brown clay tile. (See project plans (Attachment IX) for color/materials samples).

Landscaping and Arborist Recommendations

As also noted above, the landscape plan was revised based on comments provided by the Planning Commission at the June 20, 2006 meeting.

The applicant proposes a landscape planting plan and exterior landscape features for the site that includes:

- Eight varieties of trees for a total of 9 trees (2 of which are 24" box).
- Approximately 43 varieties of shrubs, perennials, grasses and annuals for a total of approximately four hundred and thirty (430) shrubs, perennials, grasses and annuals.
- Wooden trellises and green screen panels that would incorporate climbing vines and other plantings (front elevation).
- Raised vegetable garden area (located at the rear portion of the property).
- Pre-cast pavers (walkway) leading to the front entry from the sidewalk/right-of-way
- Gravel pathways within the front (northwest), side (northeast) and rear (southeast) portions of the property.
- Stepping stones within the southwest portion of the property
- Landscaping steps (pre-cast pavers on grade) incorporated into the gravel pathway along the northeast portion of the property.
- A water feature/fountain within the front northwest yard area.
- An open front and rear lawn area (adjacent to the rear covered deck).
- Landscaping planters located on northeast (side) and southeast (rear) portions of the site.
- A trash enclosure located on the southwest portion of the site (See *Zoning Conformance* discussion of this proposed trash enclosure on Page 8).

A Condition of Approval has also been included requiring the applicant to submit a revised landscape plan to address the Public Works Department side walk installation requirements. Such landscape plan shall be subject to review and approval by the Public Works and the Community Development Departments.

The site is presently covered with native grasses including a variety of trees (protected and non-protected) and groundcover. The applicant submitted a tree report prepared by Mayne Tree Expert Company dated December 27, 2005. The City Arborist reviewed this report, conducted a site visit and provided a report dated January 25, 2006, and revised May 7, 2006. Copies are included as Attachment VI to this staff report. The site/roof plan (page A-2) includes the tree protection measures recommended in the arborist report, which are also included in the attached conditions of project approval (Attachment III).

As discussed earlier, the site contains four mature trees (surveyed by the City Arborist) that are on or encroach onto the site. The applicant proposes to retain the four mature trees to complement the new landscape/plantings for the site. All existing groundcover, shrubbery, and trees (non-protected) on the site will be removed to allow for the construction of the proposed house and new landscaping.

Groundwork and Geotechnical Recommendations

The driveway, garage, subgrade and landscape excavation for the proposed dwelling requires approximately 421 cubic yards of cut/fill. Murray Engineers Inc. performed a geotechnical investigation on September 8, 2005. The report concluded that the proposed residential

development is feasible from a geotechnical standpoint and makes specific recommendations regarding site preparation and structural design of the house and other site improvements.

The City Geologist, Cotton, Shires & Associates (CSA), reviewed the applicant's geotechnical report on February 6, 2006 and also concluded that a residential structure is geotechnically feasible for the site with utilization of appropriate geotechnical design criteria. The City Geologist's recommendations for plan review and construction inspections are included in the conditions of project approval (Attachment III). Should the project be approved, the City Geologist will evaluate the proposed grading quantities and design layout in conjunction with the building permit submittal when the construction drawings, including those for the foundation, are available.

PROJECT DATA

Criteria	Existing	Proposed	Required or Max. Allowed
Lot Size	11,958 sq. ft.	No Change	No Change
Slope	14%	No Change	No Change
FAR	None	0.285	0.293 (corresponds to 3,500 sq. ft. max.)
Square Footage	None	3,408 sq. ft.	3,500 sq. ft.
Parking	None	Two-car garage (20' x 21.5') Two uncovered	Two-car garage (20' x 20') Two uncovered
Setbacks:			
Front (northwest) Ridge Road	None	23.5 ft. (Garage Face) 31.5 ft. (Main dwelling)	15-30 ft.*
Side (right – southwest)	None	15 ft.	9 ft.
Side (left – northeast) Williams Road	None	Approx. 16 ft. 2 in.	15 ft.
Rear (southeast)	None	Approx 21 ft. 4 in.	15 ft.
Driveway length	None	23.5 ft.	18 ft.
Height	None	Approx. 26 ft. 10 in.	28 ft.

***Front Yard Setback per 9.7.4(a):** Five lots on the same side of the street were evaluated and determined to have an average front yard setback of 23.4 feet. The proposed single-family dwelling maintains a 23.5-foot front yard setback, thus meeting this requirement.

GENERAL PLAN CONFORMANCE

The proposed new single-family residence does not change the intended land use of the site. The proposed residence is in conformance with the low-density residential general plan designation.

ZONING CONFORMANCE

Section 4.2.5 (b) of the BZO provides as follows:

“On the side lot line having frontage on a street of a corner lot in any R-1E Districts, the minimum width shall be 25 feet and in any R-1A, R-1B and R-1C Districts the minimum width shall be 15 feet and for a principal building other than a one family dwelling, the minimum width of such side yard shall be not less than one-half the height of the building, but in no case less than 15 feet”.

BZO section 4.2.5 (b) requires that a minimum setback of fifteen feet shall be required for properties having street frontage on a corner lot. The applicant is proposing an approximately 16 ft. 2 in. side yard setback on the northeast side of the property, thus the proposed dwelling is consistent with the BZO side yard setback regulations.

Section 9.7.1 (f) of the BZO provides as follows:

“Permitted in any yard: Fences, walls or lattice-work screens having above any portion of the adjoining ground level...”

The site plans indicate that fences surrounding the sides and rear of the site will be located in side and rear yard areas. The fences encroach into the side and rear yard setback areas but staff has confirmed that the fence will have a maximum height of six feet. The site plans also indicate that there will be a trash enclosure located on the southwest portion of the property that encroaches into the front and rear yard setback areas. Staff has included a condition of approval requiring addressing the exterior height/finish of this structure.

A Condition of Approval has also been included requiring following:

- Prior to the issuance of building permits for the project, the applicant shall submit an elevation plan of the proposed trash enclosure. The elevation plan shall indicate the wall heights (maximum six feet) and the exterior finish (to be constructed in a wood based design). Such trash enclosure shall be required to be of open design (i.e. open at least on one side).

Municipal Code, Ch 9, Article IV, Sec. 9-47. Retaining wall design as follows:

All retaining walls visible from the public right-of-way which are greater than three (3) feet in height shall be of such a design as to conform with the natural setting and surroundings by meeting the following standards:

- (a) Retaining walls shall be of a medium to dark earthtone color.*
- (b) Retaining walls shall be articulated in either a vertical or horizontal plane, e.g. advancing and receding vertical faces of walls or articulated top of wall.*
- (c) The materials of the walls shall not be wire cut concrete block or similar materials.*

- (d) Materials to be used shall provide a rough texture such as natural stone, brick veneer, fluted or split face stone, crib block, wood, or similar materials

The site plan indicates that there will be landscaping planters located on northeast (side) portion of the site and will be visible from the public right-of-way. The proposed planters will include a rough textured finish and will consist of an earth tone color. Staff has also confirmed that the walls of the planters will have a maximum height of approximately four feet. The site plans also indicate that their will be a trash enclosure located on the southwest portion of the property. As discussed earlier, staff has included a condition that the walls be constructed in a wood based design.

The proposed new single-family residence meets all other setback, height, parking, floor area ratio, and permitted use regulations of the R-1B zoning district.

NEIGHBORHOOD OUTREACH

The applicant performed neighborhood outreach as detailed in the Neighborhood Outreach Strategy attached to this report (Attachment IV). The applicant reported mailing a notice to all neighbors within 300 ft. radius of the project site inviting them to visit the site and view the proposed project plans in February 2006. The applicant has reported no objections to the project. Staff has not received any responses to the public notice as of the writing of this report. The applicant appears to have achieved the outreach strategy tasks.

ENVIRONMENTAL CLEARANCE (CEQA)

The proposed new single-family home is categorically exempt from the provisions of the California Environmental Quality Act by provision of Section 15303, Class 3(a):

“Class 3 consists of construction and location of limited numbers of new, small facilities or structures...Examples of this exemption include but are not limited to:

- (a) One single-family residence, or a second dwelling unit in a residential zone. In urbanized areas, up to three single-family residences may be constructed or converted under this exemption.”*

The existing residence meets the above requirements for CEQA exemption.

SINGLE FAMILY DESIGN REVIEW EVALUATION

The Belmont Zoning Ordinance establishes the following findings for the review of single-family residential projects (Section 13A.5(A-H)). Each finding is listed below with staff’s analysis of whether this project meets each finding in the affirmative.

- A. *The buildings and structures shown on the site plan are located to be consistent with the character of existing development on the site and in the neighborhood, as defined; minimize disruptions of existing public views; protect the profile of prominent ridgelines.*

The proposed new house is multi-level and contemporary in design. The architectural style of the homes in the immediate neighborhood can be characterized as somewhat contemporary, with a simple craftsman style being the most prominent. The lot is situated on the southeast down slope section (non-ridgeline) of Ridge Road. The lot slopes downward towards the rear of the property and the house would be built into and stepped down the slope such that the sides and rear of the house are one to two stories above the finished grade. The majority of the proposed dwelling will be situated on the lower portions of the lot (lower than the street level) and the existing view corridors across the property (northwest to southeast) are of nearby residential areas and dense vegetation. The layout of the dwelling is expected to not significantly disrupt public views as assessed from Ridge Road and Williams Street. Staff believes this finding can be made in the affirmative.

- B. *The overall site and building plans achieve an acceptable balance among the following factors:*
- (1) building bulk*
 - (2) grading, including*
 - (a) disturbed surface area and*
 - (b) total cubic yards, cut and fill*
 - (3) hardscape, and*
 - (4) tree removal*

Building bulk

The project would not exceed the permitted floor area for the site. The large lot size, 11,958 square feet, and average slope of 14% are sufficient to support the maximum permitted size house, which is 3,500 square feet for this location. The proposed house is 3,408 sq. ft. and includes a garage and two additional levels of livable floor area (guest room slightly lower than the main floor). The proposed building design includes the following elements to minimize the building's bulk:

- Varying hipped rooflines, which clearly define each level of the home and further break up the building mass as perceived from neighboring properties.
- Walls are stepped back at varying distances to further break up the building mass as perceived from Ridge Road
- Window detailing, including casement windows
- A 2" horizontal band that runs along the exterior wall and windows which help reduce building mass by breaking the various building planes
- Decks/patios incorporated in the design theme
- A recessed/covered front entrance
- Arched entryways incorporated into the design theme
- New trees, shrub, groundcover and vine plantings that will serve to soften the overall mass of the site development

- A color scheme that include medium to dark earth tones

Grading

The proposed site plan indicates approximately 424 cubic yards of cut/fill to accommodate the proposed residence. A Geotechnical Investigation, prepared by Al Murray Engineers Inc., and reviewed by the City Geologist (Cotton, Shires & Associates), concludes that the proposed dwelling can be feasibly built on the site. The design will keep the front exterior walkway on grade and there will be no retaining walls over six feet in height. The reports do not contain any recommendations for reducing the site grading. The proposed grading is the minimum amount that would allow a house to be located on the site in compliance with Belmont Zoning Ordinance and Municipal Code requirements. Should the project be approved, the City Geologist will evaluate the proposed grading quantities and design layout in conjunction with the building permit submittal when the construction drawings, including those for the foundation, are available.

Hardscape

The driveway, front entry walkway, and small landscaping walls represent the only hardscape outside of the building footprint. The driveway is the minimum necessary to comply with the maximum allowed driveway grade and meets the provision of two required uncovered parking spaces. The house is currently located at the minimum allowed front yard set back. A significant portion of the lot will remain open with small landscaping walls located on northeast (side) and southeast (rear) portions of the site. The proposed plan is successful in providing new landscaping that serves to soften the hardscape.

Tree Removal

The site contains four mature trees that were surveyed by the City Arborist (all trees in "fair" health, respectively). The applicant proposes retain all existing mature trees that were surveyed for the site. All other existing groundcover, shrubbery, and trees (non-protected) on the site will be removed to allow for the construction of the proposed house and new landscaping.

All four factors (building bulk, grading, hardscape, and tree removal) appear to have been appropriately addressed in the building design and site/groundwork that result in breaking up the vertical mass and lines of the structure, ensuring soil stability and suitable construction techniques and limiting the hardscape. Staff believes an overall balance is achieved with the proposed design and this finding can be made in the affirmative.

- C. *All accessways shown on the site plan and on the topographic map are arranged to provide safe vehicular and pedestrian access to all buildings and structures.*

Although the lot slopes down from the street, the proposed driveway provides an acceptable 1.6% maximum slope, with an adequate backup distance of over 18 feet within the property line. The proposed entry walkway (on grade) is safe for pedestrian usage and adequate for the proposed

single-family residential use. Staff believes the proposed accessways are adequately designed for safe pedestrian and vehicular access. This finding can be made in the affirmative.

D. All proposed grading and site preparation have been adequately reviewed to protect against site stability and ground movement hazards, erosion and flooding potential, and habitat and stream degradation.

The site requires approximately 424 cubic yards of cut/fill of excavation for the driveway, garage, house and site improvements. A geotechnical investigation for the project has been reviewed and approved to the satisfaction of the City Geologist to ensure soil stability and provide design and construction recommendations.

Staff believes that site conditions have been adequately reviewed to protect against site instability and ground movement hazards, erosion and drainage, and tree protection. The site is suitable for the proposed construction if completed in compliance with the geotechnical recommendations included in the conditions of project approval. Staff believes this finding can be made in the affirmative.

E. All accessory and support features, including driveway and parking surfaces, underfloor areas, retaining walls, utility services and other accessory structures are integrated into the overall project design.

The proposed project includes no significant accessory structures. The small crawl space area under the main living area has been limited and covered along the sides with smooth stucco siding to match the exterior finish of the house. The driveway and the front entry walkway can be provided on-grade, with little grading and limited visibility. The proposed trash enclosure (adjacent to the driveway) will be partly screened by tall hedges (located along the southwest property line), and shall be required to be a wood based design. Other support features such as the landscaping planters, water/fountain feature and trellises are integrated well into the overall project design. The Staff believes this finding can be made in the affirmative.

F. The landscape plan incorporates:

- (1) Native plants appropriate to the site's environmental setting and microclimate, and*
- (2) Appropriate landscape screening of accessory and support structures, and*
- (3) Replacement trees in sufficient quantity to comply with the standards of Section 25 (Trees) of the Belmont City Code*

The site is undeveloped and covered in native grasses and shrubs, and four mature trees that are on or encroach onto the site. The applicant proposes to retain all existing mature trees (Maple, Coast Live Oak, Victorian Box, and Apple tree) that were surveyed for the site. All other existing groundcover, shrubbery, and trees (non-protected) on the site will be removed to allow for the construction of the proposed house and new landscaping. The site/roof plan (page A-1) includes the tree protection measures recommended in the arborist report, which are also included in the attached conditions of project approval (Attachment III).

The applicant proposes a landscape plan for the site that includes eight varieties of trees for a total of 9 trees (4 of which are 24" box), approximately 43 varieties of shrubs and perennials, grasses and annuals; a total of approximately four hundred and thirty (430) shrubs, perennials, grasses and annuals are proposed. The landscape planting will also incorporate wooden trellises, climbing vines, and green screen panels into the building design to further minimize the overall bulk of the proposed front elevation. Staff believes the landscape plan is acceptable for the site and this finding can be made in the affirmative.

G. Adequate measures have been developed for construction-related impacts, such as haul routes, material storage, erosion control, tree protection, waste recycling and disposal, and other potential hazards.

Review of staging areas, recycling and disposal procedures and adequacy of erosion control measures would be reviewed by the Building Division as part of the structural plan check. The City Geologist has reviewed and approved the geotechnical recommendations for site construction and erosion control, and these recommendations are included in the conditions of project approval. The City Arborist has reviewed construction impacts to protected trees and recommended specific tree protection measures that also have been included as conditions of project approval. All construction would be completed in compliance with the Uniform Building Code and NPDES standards as administered by the City of Belmont. Staff believes this finding can be made in the affirmative.

H. Structural encroachments into the public right-of-way associated with the project comply with the standards of Section 22, Article 1 (Encroachments) of the Belmont City Code.

No raised structures are proposed in the right-of-way. A Temporary Encroachment Permit as administered by the Public Works Department will be required for work within the public right of way (i.e. standard driveway approach). The Public Works Department has also included conditions of approval (COA II.A.1-5) that addresses right-of-way improvements associated with the proposed project (i.e. streets, sidewalks, curb and gutter). Staff believes this finding can be made in the affirmative.

CONCLUSION AND RECOMMENDATION

Based on the foregoing analysis, staff recommends approval of the Single Family Design Review application subject to the Conditions of Approval in Attachment III.

ACTION ALTERNATIVES

1. Continue the application for redesign.
2. Deny the Single-Family Design Review. The Commission will identify specific facts to support a denial, and a resolution would be returned to the Commission for final action.

ATTACHMENTS

- I. 500 foot radius map of project site (incorporated as Page 2 of report)
- II. Resolution approving the Single Family Design Review
- III. Conditions of Approval
- IV. Neighborhood Outreach Materials
- V. Murray Engineers Inc Geotechnical Investigation, September 8, 2005; Geotechnical Review by Cotton Shires, February 6, 2006 (Commission Only)
- VI. Mayne Tree Expert Company Arborist Report, dated December 27, 2005; City Arborist Staff Report dated June 20, 2006 (Commission only)
- VIII. Minutes from the June 20, 2006 Planning Commission Meeting
- IX. Applicant's plans, materials board, and photos (Commission only)

Respectfully submitted,

Rob D. Gill
Zoning Technician

Carlos de Melo
Community Development Director

CC: Applicant/Owners

PLEASE NOTE: Attachments IV through VI are not included as part of this document, Please contact the Community Development Department at (650) 595-7453 for more information on viewing these attachments.

RESOLUTION NO. 2007-

RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BELMONT
APPROVING A SINGLE FAMILY DESIGN REVIEW
AT 1519 RIDGE ROAD (APPL. NO. 2006-0008)

WHEREAS, Abha Nehru, project applicant, requested on behalf of Andy and Rosa Singh, property owners, requests Single Family Design Review approval to construct a 3,408 square foot single family dwelling on the subject vacant lot located at 1519 Ridge Road; and,

WHEREAS, a public hearing was duly noticed, held, and closed on June 20, 2006 and March 6 2007; and,

WHEREAS, the Planning Commission of the City of Belmont finds the project to be categorically exempt pursuant to the California Environmental Quality Act, Section 15301; and,

WHEREAS, the Planning Commission hereby adopts the staff reports dated June 20, 2006 and March 7, 2007 and the facts contained therein as its own findings of facts; and,

WHEREAS, the Planning Commission finds the required Single Family Design Review Findings of Section 13A.5, are made in the affirmative as follows:

- A. *The buildings and structures shown on the site plan are located to be consistent with the character of existing development on the site and in the neighborhood, as defined; minimize disruptions of existing public views; protect the profile of prominent ridgelines.*

The proposed new house is multi-level and contemporary in design. The architectural style of the homes in the immediate neighborhood can be characterized as somewhat contemporary, with a simple craftsman style being the most prominent. The lot is situated on the southeast down slope section (non-ridgeline) of Ridge Road. The lot slopes downward towards the rear of the property and the house would be built into and stepped down the slope such that the sides and rear of the house are one to two stories above the finished grade. The majority of the proposed dwelling will be situated on the lower portions of the lot (lower than the street level) and the existing view corridors across the property (northwest to southeast) are of nearby residential areas and dense vegetation. The layout of the dwelling is expected to not significantly disrupt public views as assessed from Ridge Road and Williams Street. This finding is affirmed.

- B. *The overall site and building plans achieve an acceptable balance among the following factors:*

- (1) building bulk*
- (2) grading, including*
 - a. disturbed surface area and*
 - b. total cubic yards, cut and fill*
- (3) hardscape, and*
- (4) tree removal*

Building bulk

The project would not exceed the permitted floor area for the site. The large lot size, 11,958 square feet, and average slope of 14% are sufficient to support the maximum permitted size house, which is 3,500 square feet for this location. The proposed house is 3,408 sq. ft. and includes a garage and two additional levels of livable floor area (guest room slightly lower than the main floor). The proposed building design includes the following elements to minimize the building's bulk:

- Varying hipped rooflines, which clearly define each level of the home and further break up the building mass as perceived from neighboring properties.
- Walls are stepped back at varying distances to further break up the building mass as perceived from Ridge Road
- Window detailing, including casement windows
- A 2" horizontal band that runs along the exterior wall and windows which help reduce building mass by breaking the various building planes
- Decks/patios incorporated in the design theme
- A recessed/covered front entrance
- Arched entryways incorporated into the design theme
- New trees, shrub, groundcover and vine plantings that will serve to soften the overall mass of the site development
- A color scheme that include medium to dark earth tones

Grading

The proposed site plan indicates approximately 424 cubic yards of cut/fill to accommodate the proposed residence. A Geotechnical Investigation, prepared by Al Murray Engineers Inc., and reviewed by the City Geologist (Cotton, Shires & Associates), concludes that the proposed dwelling can be feasibly built on the site. The design will keep the front exterior walkway on grade and there will be no retaining walls over six feet in height. The reports do not contain any recommendations for reducing the site grading. The proposed grading is the minimum amount that would allow a house to be located on the site in compliance with Belmont Zoning Ordinance and Municipal Code requirements. Should the project be approved, the City Geologist will evaluate the proposed grading quantities and design layout in conjunction with the building permit submittal when the construction drawings, including those for the foundation, are available.

Hardscape

The driveway, front entry walkway, and small landscaping walls represent the only hardscape outside of the building footprint. The driveway is the minimum necessary to comply with the maximum allowed driveway grade and meets the provision of two required uncovered parking spaces. The house is currently located at the minimum allowed front yard set back. A significant portion of the lot will remain open with small landscaping walls located on northeast (side) and southeast (rear) portions of the site. The proposed plan is successful in providing new landscaping that serves to soften the hardscape.

Tree Removal

The site contains four mature trees that were surveyed by the City Arborist (all trees in "fair" health, respectively). The applicant proposes retain all existing mature trees that were surveyed for the site. All other existing groundcover, shrubbery, and trees (non-protected) on the site will be removed to allow for the construction of the proposed house and new landscaping.

All four factors (building bulk, grading, hardscape, and tree removal) appear to have been appropriately addressed in the building design and site/groundwork that result in breaking up the vertical mass and lines of the structure, ensuring soil stability and suitable construction techniques and limiting the hardscape. This finding is affirmed.

C. All accessways shown on the site plan and on the topographic map are arranged to provide safe vehicular and pedestrian access to all buildings and structures.

Although the lot slopes down from the street, the proposed driveway provides an acceptable 1.6% maximum slope, with an adequate backup distance of over 18 feet within the property line. The proposed entry walkway (on grade) is safe for pedestrian usage and adequate for the proposed single-family residential use. Staff believes the proposed accessways are adequately designed for safe pedestrian and vehicular access. This finding is affirmed.

D. All proposed grading and site preparation have been adequately reviewed to protect against site stability and ground movement hazards, erosion and flooding potential, and habitat and stream degradation.

The site requires approximately 424 cubic yards of cut/fill of excavation for the driveway, garage, house and site improvements. A geotechnical investigation for the project has been reviewed and approved to the satisfaction of the City Geologist to ensure soil stability and provide design and construction recommendations.

Staff believes that site conditions have been adequately reviewed to protect against site instability and ground movement hazards, erosion and drainage, and tree protection. The site is suitable for the proposed construction if completed in compliance with the geotechnical recommendations included in the conditions of project approval. This finding is affirmed.

E. All accessory and support features, including driveway and parking surfaces, underfloor areas, retaining walls, utility services and other accessory structures are integrated into the overall project design.

The proposed project includes no significant accessory structures. The small crawl space area under the main living area has been limited and covered along the sides with smooth stucco siding to match the exterior finish of the house. The driveway and the front entry walkway can be provided on-grade, with little grading and limited visibility. The proposed trash enclosure (adjacent to the driveway) will be partly screened by tall hedges (located along the southwest property line), and shall be required to be a wood based design. Other support features such as the landscaping planters, water/fountain feature and trellises are integrated well into the overall project design. This finding is affirmed.

F. The landscape plan incorporates:

- (1) Native plants appropriate to the site's environmental setting and microclimate, and*
- (2) Appropriate landscape screening of accessory and support structures, and*
- (3) Replacement trees in sufficient quantity to comply with the standards of Section 25 (Trees) of the Belmont Municipal Code.*

The site is undeveloped and covered in native grasses and shrubs, and four mature trees that are on or encroach onto the site. The applicant proposes to retain all existing mature trees (Maple, Coast Live Oak, Victorian Box, and Apple tree) that were surveyed for the site. All other existing groundcover, shrubbery, and trees (non-protected) on the site will be removed to allow for the construction of the proposed house and new landscaping. The site/roof plan (page A-1) includes the tree protection measures recommended in the arborist report, which are also included in the attached conditions of project approval (Attachment III).

The applicant proposes a landscape plan for the site that includes eight varieties of trees for a total of 9 trees (4 of which are 24" box), approximately 43 varieties of shrubs and perennials, grasses and annuals; a total of approximately four hundred and thirty (430) shrubs, perennials, grasses and annuals are proposed. The landscape planting will also incorporate wooden trellises, climbing vines, and green screen panels into the building design to further minimize the overall bulk of the proposed front elevation. This finding is affirmed.

G. Adequate measures have been developed for construction-related impacts, such as haul routes, material storage, erosion control, tree protection, waste recycling and disposal, and other potential hazards.

Review of staging areas, recycling and disposal procedures and adequacy of erosion control measures would be reviewed by the Building Division as part of the structural plan check. The City Geologist has reviewed and approved the geotechnical recommendations for site construction and erosion control, and these recommendations are included in the conditions of project approval. The City Arborist has reviewed construction impacts to protected trees and recommended specific tree protection measures that also have been included as conditions of project approval. All construction would be completed in compliance with the Uniform Building Code and NPDES standards as administered by the City of Belmont. This finding is affirmed.

H. Structural encroachments into the public right-of-way associated with the project comply with the standards of Section 22, Article 1 (Encroachments) of the Belmont City Code.

No raised structures are proposed in the right-of-way. A Temporary Encroachment Permit as administered by the Public Works Department will be required for work within the public right of way (i.e. standard driveway approach). The Public Works Department has also included conditions of approval (COA II.A.1-5) that addresses right-of-way improvements associated with the proposed project (i.e. streets, sidewalks, curb and gutter). This finding is affirmed.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission approves the Single Family Design Review to construct a 3,408 square foot single family dwelling on the subject vacant lot located at 1519 Ridge Road, subject to the attached conditions in Exhibit "A".

* * * * *

Passed and adopted at a regular meeting of the Planning Commission of the City of Belmont held on June 20, 2006 by the following vote:

AYES,
COMMISSIONERS: _____
NOES,
COMMISSIONERS: _____
ABSENT,
COMMISSIONERS: _____
ABSTAIN,
COMMISSIONERS: _____
RECUSED,
COMMISSIONERS: _____

Carlos de Melo
Planning Commission Secretary

EXHIBIT "A"

CONDITIONS OF PROJECT APPROVAL SINGLE-FAMILY DESIGN REVIEW 1519 RIDGE ROAD (APPL. NO. 2006-0008)

I. COMPLY WITH THE FOLLOWING CONDITIONS OF THE COMMUNITY DEVELOPMENT DEPARTMENT:

- A. The following conditions shall be shown on plans submitted for a building permit and/or site development permit or otherwise met prior to issuance of the first building permit (i.e., foundation permit) and shall be completed and/or installed prior to occupancy and remain in place at all times that the use occupies the premises except as otherwise specified in the conditions:

Planning Division

1. Plans submitted for building permit and all construction shall conform to the plans on file in the Planning Division for Appl. No. 2006-0008 prepared by Abha Nehru, Architect date stamped 02/21/07. The Director of Community Development may approve minor modifications to the plans.
2. All construction and related activities which require a City building permit shall be allowed only during the hours of 8:00 a.m. to 5:00 p.m. Monday through Friday, and 10:00 a.m. to 5:00 p.m. on Saturdays. No construction activity or related activities shall be allowed outside of the aforementioned hours or on Sundays and the following holidays: New Year's Day, President's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day and Christmas Day. All gasoline powered construction equipment shall be equipped with an operating muffler or baffling system as originally provided by the manufacturer, and no modification to these systems is permitted.

Prior to issuance of building permits, the property owner shall file with the Director of Community Development, on forms provided by the City, an acknowledgment that he/ she has read, understands and agrees to these conditions of approval.

4. In accordance with the Belmont Zoning Ordinance, the permit(s) granted by this approval shall expire one (1) year from the date of approval, with said approval date indicated on the accompanying Planning Commission resolution. Any request for extension of the expiration date shall be made in accordance with the applicable provisions of the Belmont Zoning Ordinance.
5. In the event that this approval is challenged by a third party, the property owner and all assignees will be responsible for defending against this challenge, and agrees to accept responsibility for defense at the request of the City. The property owner and all assignees agree to defend, indemnify and hold harmless the City of Belmont and all officials, staff, consultants and agents from any costs, claims or liabilities arising from the approval, including without limitation, any award of attorneys fees that might result from the third party challenge.

6. During construction activities which require frequent vehicle movements onto and off of the site, such as grading and site work, the applicant shall be required to provide flag persons on each side of the site on Ridge Road and Williams Street to direct traffic to ensure that these vehicle movements can be done safely.
7. The project is subject to Public Works Department and City Geologist review and approval with the following conditions:
 - a. Geotechnical Plan Review – The applicant’s geotechnical consultant shall review and approve all geotechnical aspects of the project building and grading plans (i.e., site preparation and grading, site drainage improvements and design parameters for foundations, retaining walls and driveway) to ensure that the geotechnical reports’ recommendations have been properly incorporated. The results of the plan review shall be summarized by the geotechnical consultant in a letter and submitted to the City Engineer for review and approval prior to issuance of building permits.
 - b. Geotechnical Field Inspection – The property owners’ geotechnical consultant shall inspect, test (as needed), and approve all geotechnical aspects of the project construction. The inspections should include, but not necessarily be limited to: site preparation and grading, site surface and subsurface drainage improvements, and excavations for foundations and retaining walls prior to the replacement of steel and concrete. The results of these inspections and the as-built conditions of the project shall be described by the geotechnical consultant in a letter and submitted to the City Engineer for review prior to final (granting of occupancy) project approval.
8. TREE PROTECTION FENCING/IRRIGATION

Prior to issuing a permit for grubbing, demolition, tree removal, grading, or construction, the following shall occur:

- a. Fencing must be erected around all oaks to be retained through Oak #26. The City Arborist shall review and approve tree protection fencing locations prior to the fencing installation and the commencement of any construction activity on the site. Fencing material used for all protective fences as per above must be steel chain-link, at least six-feet in height, mounted on two-inch diameter galvanized iron posts 8-feet in length, driven a minimum of 24-inches into the ground. Posts must be mounted no farther than six-feet apart.
- b. This fence must be erected prior to any heavy machinery traffic or construction material arrival on site. Fencing material used for all protective fences as per above must be steel chain-link, at least six-feet in height, mounted on two-inch diameter galvanized iron posts 8-feet in length, driven a minimum of 24-inches into the ground. Posts must be mounted no farther than six-feet apart. This fence
- c. Compliance inspections will occur (1) at the time of fence erection and buffer and irrigation installation, (2) during construction, and (3) after construction is complete. All fencing must remain in place until all construction is completed and

the fencing and other protection has been received a final signoff letter from the city arborist. Permit approval will not occur until after the first inspection has been performed and the protection measures approved by the city arborist.

- d. The protective fencing must not be temporarily moved during construction, unless as noted in this section. No materials, excavated soil, liquids, or substances are to be placed or dumped, even temporarily, inside the TPZs/RPZs.
- e. The TPZ fencing shall have one sign affixed at eye level for every 10-linear feet of fencing, minimum 8X11 size each, plastic laminated or otherwise waterproofed, stating:

TREE PROTECTION FENCE
DO NOT ALTER OR REMOVE
CALL CITY ARBORIST 48-HRS ADVANCE

- f. **SILT FENCING:** Install TENAX or equivalent 36-inch high silt fencing with built in wooden stakes to the outsides or uphill sides of all TPZ fencing perimeters as noted on the tree map. Install as per package directions, digging in the entire lower edge of the silt fence so that it is secure. This product is available from home improvement stores for about \$30 per 100-linear foot roll. Affix to the chain link using UV-resistant zipties and/or wires approximately every 3-linear feet.

9. REDESIGNS & DESIGN ISSUES

- a. Eliminate all irrigation line trenching (if any proposed) within 15-linear feet of the trunk edge of trees #1, 4, and #6. (Done as of the date of writing.)
- b. Reroute the proposed storm drain line (and other trenched-in drain lines such as downspout drains) such that the center-of-trench is located at least 17-feet from maple #1, and 10-feet from apple #6. (Done as of the date of writing.)
- c. Push all grading daylights out such that TPZ fencing can be erected at locations noted above in recommendation #1 (15-ft from maple #1, 12-ft from oak #4, 8-ft from apple #6). (Done as of the date of writing.)
- d. Utilize over-grade drip emitter line or poly tubing with bubblers within the driplines of all site trees to remain (dripline diameters as currently noted on tree map scan) instead of subgrade PVC piping. (Done as of the date of writing.)
- e. Fees shall be payable to the City Tree Establishment and Planting Fund & to the City Arborist Before Project Commencement: If tree #3 is to be removed, the applicant shall pay a removal fee of \$750. The applicant shall pay a tree inspection fee of \$1,300 (\$1,000 arborist fee plus 30% City-mandated administration fee) made out to “The City of Belmont” at the initial tree protection inspection meeting on site to cover inspections and signoff letters by the city arborist throughout the life of the project.

10. PRUNING:

- a. All site trees to remain that receive pruning shall be pruned using crown cleaning and/or end-weight reduction techniques as applicable. These are described in the ANSI-A300 “standards for tree care operations”.
 - b. All pruning shall be performed only by, or under direct supervision of an ISA-Certified Arborist.
 - c. Total of live wood and foliage removed shall not exceed 15% in a given year.
 - d. Maple #1 shall be pruned to eliminate dead and diseased wood from the lowest portion of the canopy, and remove one live limb currently extending over Williams Street.
 - e. Note: the city arborist may require the owner to present a receipt for pruning work at any time to verify that work was performed by, or under direct supervision of an ISA Certified Arborist.
11. MITIGATION PLANTINGS: The planning commission may require mitigation planting installation of up to three (3) 24” box size approved native or non-native tree specimens as replacement for loss protected tree #5.
12. WOOD CHIPS: Acquire a free load of wood chips (not bark chips or leaf chips) from a tree care company and lay a 5-inch thick layer over the area from the trunks of trees #1, 4, 5, and #6 out to the TPZ fencelines. Pull chips out approximately 12-24 inches away from the trunks so that moisture will not build up on the trunk. Wood removed from tree #5 above can be chipped and redistributed on the site inside the chain link TPZs to augment tree care company wood chip loads.
13. IRRIGATION: Install a rubber soaker hose over the TPZ wood chips, snaking around the inside the TPZ chain link fencing around trees #1, 4, 5, and #6. Affix the hoses to a garden hose and active hose bib. Turn on the system at full pressure for 6-8 hours, once every two weeks, beginning at the excavation/grading period until the first significant rains of winter. This irrigation shall be monitored by the contract city arborist and adjusted according to soil moisture readings obtained by using a Lincoln Soil Moisture Probe. Alternatively, applicant can utilize a water truck to supply 100-200 gallons of water per tree on a single day, once or twice a month, to trees #1, 4, 5, and #6 or as directed by the City Arborist during regular monthly construction monitoring days (rate of irrigation to be determined during site development using a Lincoln soil moisture probe).
- a. All site trees to remain that receive pruning shall be pruned using crown cleaning and/or end-weight reduction techniques as applicable. These are described in the ANSI-A300 “standards for tree care operations”
14. LANDSCAPE PLAN:

- a. Note that bubbler or drip emitter irrigation must be installed and activated around required mitigation tree plantings during the two-year “establishment period”. Do NOT place bubblers or emitters inside an upright PVC tube. Bubblers and/or emitters must be placed over the rootball of each mitigation tree.
 - b. Any new mitigation plantings and associated irrigation systems will be subject to inspection by the contract city arborist at or before the final project signoff inspection.
 - c. PVC irrigation piping shall be installed at distances greater than 15-linear feet from the trunks of existing site trees.
 - d. All pop-up sprinkler head spray must be directed AWAY from trees such that water never contacts the trunk of any new or existing tree.
 - e. Over-grade drip emitter and/or poly tubing and bubblers shall be utilized for all permanent irrigation of proposed plantings within the existing driplines of site trees as shown on the tree map scan.
 - f. Plantings shall be installed using the pit method and NOT the trenching method.
15. UTILITY TRENCHING: All trenching for any reason such as underground installation of TV, phone, gas, electric, etc. lines shall be prohibited within the chain link fenced TPZs as shown on the tree map scan below.
16. ROOT SEVERING:
- a. If woody roots measuring >1-inch in diameter are encountered during any site activity, the roots shall be immediately (same day) severed using an A/C sawzall, professional pruning saw, lopper, chain saw, or electrician’s cable cutter. Call the city arborist immediately at (650) 697-0990 to arrange a root inspection and digital photograph documentation.
 - b. Roots shall be cut at right angles to the root growth direction, cutting cleanly and carefully all the way back to the soil face without shattering the root tissue behind the soil face.
 - c. Roots shall be backfilled within 48-hours using parent soil, and thoroughly irrigated.
 - d. If backfilling is delayed past 48-hours, then contractors shall wrap exposed roots in three layers of soaking wet, muddy burlap.
 - e. If backfilling is delayed past 48-hours, then contractors shall wrap exposed roots in three layers of soaking wet, muddy burlap.
17. Prior to the issuance of a building permit, the applicant shall provided/submit an irrigation plan. Such irrigation plan shall be subject to review and approval by the City Arborist and the Community Development Department.

17. Prior to the issuance of building permits for the project, the applicant shall submit a revised landscape plan to address Public Works side walk installation requirements (i.e. side walk along Williams Street frontage). Such landscape plan shall be subject to review and approval by the Public Works and the Community Development Departments.
19. The applicant shall submit an elevation/landscaping plan which provides for enhanced planting for the front/façade elevation of the proposed dwelling prior to building permit issuance. Such elevation/landscaping plan shall include incorporating additional landscaping to include hanging planters along/below the second story deck and wood trellis with climbing vines that could further minimize the overall “bulk” of the proposed front façade/elevation. Such front elevation/landscaping plan shall be subject to review and approval by the Community Development Department.

Building Division

- I. Prior to any construction, the applicant or a designated representative shall obtain all of the required building permits for the project. The applicant will be required to provide a construction and demolition-recycling plan as a condition of the building permit. The Building Department will inspect for compliance with this plan. The conditions of approval for this permit also require the applicant to perform all work in conformance with the NPDES requirements.
- II. COMPLY WITH THE FOLLOWING CONDITIONS OF THE PUBLIC WORKS DEPARTMENT:
 - A. The following conditions shall be shown on plans submitted for a building permit and/or site development permit or otherwise met prior to issuance of the first building permit (i.e., foundation permit) and shall be completed and/or installed prior to occupancy and remain in place at all times that the use occupies the premises except as otherwise specified in the conditions.
 - 1 Street widening, improvements, and dedications (if required) shall be in accordance with City Standards and specifications as required by the Department of Public Works.
 2. Streets, sidewalks and curbs in need of repair within and bordering the project shall be repaired and/or removed and replaced in accordance with the Department of Public Works approved standards. Photographs or video of before condition are recommended.
 3. New sidewalk, curb and gutter shall be installed in accordance with the Department of Public Works approved standards.
 4. Any unused driveways and associated driveway aprons shall be removed and replaced with sidewalk, curb and gutter in accordance with Department of Public Works approved standards.
 5. A residential driveway approach shall be installed in accordance with Department of Public Works approved standards.

6. Roof leaders and site drainage shall be directed to the City stormwater drainage system. A dissipator box or other energy reduction method shall be used.
 7. The owner/applicant shall submit a sanitary sewage plan. Flows from the proposed development shall be estimated and their impact on the existing City collection system analyzed. Mitigation measures may be required to upgrade the City system.
 8. Roof downspout systems shall be designed to drain into designated, effective infiltration areas or structures (refer to the Bay Area Stormwater Management Agencies Association (BASMAA) Start at the Source Design Guidance Manual for Stormwater Quality Protection [available from BASMAA @ 510-622-2465]).
- B. The following conditions shall be met prior to the issuance of the first building permit (i.e., foundation permit) and/or site development permits except as otherwise specified in the conditions.

Property owner/applicant shall apply for and obtain a grading permit from the Department of Public Works. The grading permit fee is based on the total amount of earth moved including cut and fill.

Applicant shall install the sanitary sewer connection in accordance with Department of Public Works approved standards and pay the applicable sewer connection fee

3. The owner/applicant shall submit a grading plan prepared by a California-registered Civil Engineer in accordance with City Grading Ordinance, Chapter 9, Section 3 of the City Code, with a grading permit application, for approval by the Department of Public Works and Building Division prior to any grading or clearing being performed on-site.
 - a) The applicant should note that if the proposed grading meets one or more of the criteria outlined in Section 9-23 of the City Code, a Planning Commission review will be required. Caution: If the total grading quantity changes after Planning Commission approval, a new grading approval may be required. The applicant may choose to complete the grading plan and calculations early in the planning process to limit delays in scheduling this review. (See Section 9-28 of City Code for review process). The plan shall incorporate the following restrictions:
 - b) All soils stockpiled on the site during construction shall be covered or otherwise protected from wind and water erosion.
 - c) During construction, erosion and sedimentation control plans shall be implemented in order to retain sediments on-site.
 - d) Site grading and finished construction shall be designed and executed in such a manner as to avoid diverting runoff onto other properties.
 - e) Restrictions and recommendation of the Geologic and Soils report as approved by the City's Geologist.
4. The owner/applicant shall submit a dust control plan for approval by the Department of Public Works. To reduce dust levels, exposed earth surfaces shall be watered as necessary. The application of water shall be monitored to prevent runoff into the storm drain system. Spillage resulting from hauling operations along or across any public or private property

- shall be removed immediately. Dust nuisances originating from the contractor's operations, either inside or outside of the right-of-way shall be controlled.
5. The proposed development may add or replace the impervious surface area of the property. The applicant shall provide calculations showing the total impervious area of the completed project with the building permit application. Calculations shall be submitted to the Department of Public Works for review and approval.
 6. A written report prepared by a Geotechnical Engineer shall be submitted in accordance with Section 9-36 of the City Code.
 7. Applicant shall install the sanitary sewer connection in accordance with Department of Public Works approved standards and pay the applicable sewer connection fee.
 8. If PG&E is requiring the developer to put in the gas and/or electrical connection, then the developer must submit plans for the encroachment to the Department to Public Works
 9. The applicant shall submit an erosion and sedimentation control plan describing Best Management Practices (BMPs) to be used to prevent soil, dirt, and debris from entering the storm drain system. The plan shall include the following items:
 - a) A site plan showing the property lines, existing and proposed topography, and slopes; areas to be disturbed, locations of cut/fill and soil storage/disposal area; areas with existing vegetation to be protected; existing and proposed drainage patterns and structures; watercourses or sensitive areas on-site or immediately downstream of project; and designated construction access routes, staging areas and washout areas.
 - b) Erosion and sediment controls to be used during construction, selected as appropriate from the California Regional Water Quality Control Board, San Francisco Bay Region Erosion and Sedimentation Control Field Manual (available from: Friends of the San Francisco Estuary, P.O. Box 791, Oakland, CA 94604-0791.
 - c) Methods and procedures to stabilize denuded areas and install and maintain temporary erosion and sediment control continuously until permanent erosion controls have been established.
 - d) Provision for preventing erosion and trapping sediment on-site, such as sediment basins or traps, earthen dikes or berms, fiber rolls, silt fence, check dams, storm drain inlet protection, soil blankets or mats, covers for soil stock piles and/or other measures.
 - e) Provisions for installing vegetative cover in disturbed areas, including areas to be seeded, planted, and/or mulched, and types of vegetation proposed.
 - f) Provision for diverting on-site runoff around exposed areas and diverting off-site runoff around the project site (e.g., swales and dikes).
 - g) Notes, specifications, and/or attachments describing the construction, operation and maintenance of erosion and sediment control measures, including inspection frequency; methods and schedule for grading, excavation, filling clearing of vegetation and storage and disposal of excavated or cleared material; types of vegetative cover and mulch, including methods and schedules for planting and fertilization; and provisions for temporary and permanent irrigation.

11. All plans shall conform to the requirements of the City NPDES stormwater discharge permit and the San Mateo Stormwater Pollution Prevention Plan (STOPPP). The project plans shall include permanent storm water quality protection measures. The project plans shall identify Best Management Practices (BMPs) appropriate to the uses to be conducted on-site to effectively prohibit the discharge of pollutants with storm water run-off. A Maintenance and Operation Agreement shall be prepared by applicant incorporating the conditions of this section.
 12. All landscaping shall be maintained and shall be designed with efficient irrigation systems to reduce runoff, promote surface filtration, and minimize the use of fertilizers, herbicides and pesticides.
- C. The following conditions shall be met prior to occupancy except as otherwise specified in the conditions.
1. The property owner/applicant shall apply for and obtain an administrative permanent encroachment agreement from the Department of Public Works, for placement of non-standard materials (i.e., brick pavers) within the public right-of-way.

After the City permits are approved but before beginning construction, the owner/applicant shall hold a preconstruction conference with Building and Public Works Department staff and other interested parties. The developer shall arrange for the attendance of the construction manager, contractor, and all subcontractors who are responsible for grading and erosion and sedimentation protection controls. Failure to comply with any permit condition may result in a “Stop Work” order or other penalty.

2. After the City permits are approved but before beginning construction, the owner/applicant shall hold a preconstruction conference with Building and Public Works Department staff and other interested parties. The developer shall arrange for the attendance of the construction manager, contractor, and all subcontractors who are responsible for grading and erosion and sedimentation protection controls.
3. Grading shall be performed in accordance with the City Grading Ordinance, Chapter 9 of the City Code. Soil or other construction materials shall not be stockpiled in the public right-of-way unless an encroachment permit is obtained from the Department of Public Works. Grading shall neither be initiated nor continued between November 15 and April 15. Grading shall be done between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday unless otherwise specifically authorized by the Director of Public Works. The Stormwater Pollution Prevention Program Best Management Practices (BMPs) for construction shall be implemented to protect water quality.

The owner/applicant shall ensure that all construction personnel follow standard BMPs for stormwater quality protection during construction of project. These includes, but are not limited to, the following:

- a. Store, handle and dispose of construction materials and wastes properly, so as to prevent their contact with stormwater.
- b. Control and prevent the discharge of all potential pollutants, including solid wastes, paints, concrete, petroleum products, chemicals, washwater or sediment, and non-stormwater discharges to storm drains and watercourses.

- c. Use sediment controls, filtration, or settling to remove sediment from dewatering effluent.
- d. Do not clean, fuel, or maintain vehicles on-site, except in a designated area in which runoff is contained and treated.
- e. Delineate clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses with field markers or fencing.
- f. Protect adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching or other measures as appropriate.
- g. Perform clearing and earth moving activities only during dry weather (April 15 through November 14).
- h. Limit and time applications of pesticides and fertilizers to prevent polluted runoff.
- i. Limit construction access routes and stabilize designated access points.
- j. Do not track dirt or other materials off-site; clean off-site paved areas and sidewalks using dry sweeping methods.

If construction is not complete by the start of the wet season (November 15 through April 15), prior to November 15 the developer shall implement a winterization program to minimize the potential for erosion and sedimentation. As appropriate to the site and status of construction, winterization requirements shall include inspecting/maintaining/cleaning all soil erosion and sedimentation controls prior to, during, and immediately after each storm event; stabilizing disturbed soils through temporary or permanent seeding, mulching, matting, tarping or other physical means; rocking unpaved vehicle access to limit dispersion of mud onto public right-of-way; covering/tarping stored construction materials, fuels, and other chemicals. Plans to include proposed measures to prevent erosion and polluted runoff from all site conditions. As site conditions warrant, the Department of Public Works may direct the developer to implement additional winterization requirements.

III. COMPLY WITH THE FOLLOWING CONDITIONS OF BELMONT/SAN CARLOS FIRE DEPARTMENT:

- 1. An approved automatic fire sprinkler system meeting the requirements of the Belmont/San Carlos Fire Protection Authority current ordinance shall be provided.
- 2. Address numbers shall be illuminated and visible on all new buildings. Rear addressing is/may also be required. Size of lettering and illumination shall meet South County Fire Standards.

IV. COMPLY WITH THE FOLLOWING CONDITIONS OF THE POLICE DEPARTMENT:

- 1. All activities shall be subject to the requirements of the Belmont Noise Ordinance.
- 2. No debris boxes or building materials shall be stored on the street.
- 3. Flag persons shall be positioned at both ends of blocked traffic lanes.
- 4. 24-hour written notice to the Police Department is required before any lane closure.

Certification of Approved Final Conditions:

Rob D. Gill, Zoning Technician

Date